

Staff Report July 10, 2018

TO:

Honorable Mayor and Members of the Town Council

FROM:

Roger Carroll, Finance Director

DATE:

July 3, 2018

RE:

Monthly Statement of Activity

Recommendation

Receive and file.

Issue Statement and Discussion

Each month, as soon after the previous month end as possible, the Finance Director reconciles the bank accounts and produces the monthly Statement of Activity. Because the reports are produced on or near the first day of the subsequent month, they are essentially on a cash basis – no adjustments have been made to record revenues or expenses that have not yet been received or paid, but which relate the reporting month.

Here is a description of what each page reports:

Page 1: This report summarizes the revenues and expenses of all funds, with similar funds grouped together.

Page 2: This report breaks down the General Fund balance into designated categories.

Page 3: This report shows the summarized revenues and expenses of the individual funds within the Transportation, Development Fee and Maintenance District fund groups.

Page 4: This details the summarized revenues and expenses flow through the Town to other agencies.

Page 5: This shows the revenues of the General Fund. Year-to-date revenues are compared to the current year's budget and to the prior year-to-date's balances.

Page 6: This shows the expenditures of the General Fund, summarized by department. Year-to-date expenditures are compared to the current year's budget and to the prior year-to-date's balances.

CEQA Requirements

There are no CEQA issues.

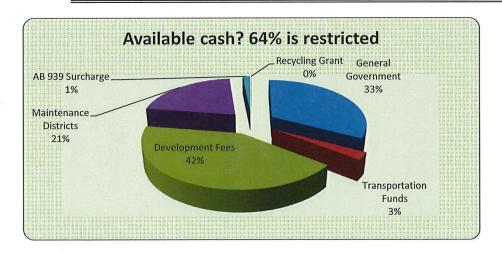
Financial and/or Policy Implications

This report complies with the State Municipal Code.

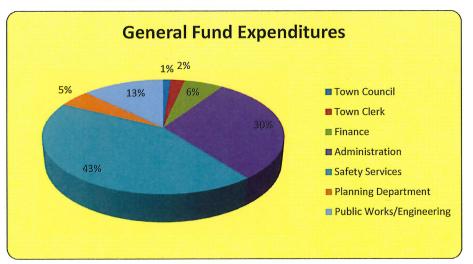
Attachments

A. June 2018 Statement of Activity

General Fund	Fund Balance as of 7/01/17	Revenue	Expenditures	Fund Balance as of 6/30/18	Trar In	sfers	Out	Adjusted Fund Balance
General Government Planning Public Works Safety Services General Operations Reserve	\$ 82,562 12,935 49,330 - 200,000	\$ 1,915,480 232,592 621,392 2,069,237	\$ 1,422,009 172,671 461,307 1,536,155	\$ 576,033 72,856 209,415 533,082 200,000	\$ - - - -	\$	-	\$ 576,033 72,856 209,415 533,082 200,000
Sub-total	\$ 344,827	\$ 4,838,701	\$ 3,592,142	\$ 1,591,386	\$ -	\$	-	\$ 1,591,386
General Capital and Investments								
General Government Planning Public Works Multi Modal Facility General Investment	\$ 1,285,254 - 1,980,771 - 100,000	\$ - - - - -	\$ - - - - -	\$ 1,285,254 - 1,980,771 - 100,000	\$ - - - -	\$	- - - - -	\$ 1,285,254 - 1,980,771 - 100,000
Total General Fund	\$ 305,078	\$ 4,838,701	\$ 3,592,142	\$ 4,957,411	\$ -	\$	-	\$ 4,957,411
Restricted Funds								
Transportation Funds Development Fees Maintenance Districts Supplemental Law Enforcement AB 939 Surcharge Recycling Grant	\$ 164,934 5,891,513 3,020,857 78,643 217,398 12,452	\$ 2,274,821 472,871 154,334 139,160 11,778 162	\$ 2,803,800 17,891 18,016 100,000 1,600 5,000	\$ (364,045) 6,346,493 3,157,175 117,803 227,576 7,614	\$ 752,038 - -	\$	-	\$ 387,993 6,346,493 3,157,175 117,803 227,576 7,614
Total Restricted Funds	\$ 9,385,797	\$ 3,053,126	\$ 2,946,307	\$ 9,492,616	\$ 752,038	\$	-	\$10,244,654
Other Funds			*	*				
Revolving Funds Master Plan expenses recoverable	\$ 895,242 (30,706)	\$ 41,255 129	\$ 27,784 -	\$ 908,713 (30,577)	. <u>.</u> .	\$	-	\$ 908,713 (30,577)
	864,536	41,384	27,784	878,136	-		-	878,136
Total All Funds	\$ 10,555,411	\$ 7,933,211	\$ 6,566,233	\$ 15,328,163	\$ 752,038	\$	A-8	\$16,080,201



General Fund	Fund Balance as of 7/01/17 Revenue Expe		Expenditures	Fund Balance as of 6/30/18	Tran: In	sfers Out	Adjusted Fund Balance
General Government							
Town Council Town Clerk Finance Administration	\$ 7,632 7,700 21,449 45,781	56,625 104,203 297,242 1,457,410	42,037 77,358 220,666 1,081,948	22,220 34,545 98,025 421,243			22,220 34,545 98,025 421,243
Total General Government	82,562	1,915,480	1,422,009	576,033	-	-	576,033
Planning and Building							
Planning Department	12,935	232,592	172,671	72,856			72,856
Total Planning and Building	12,935	232,592	172,671	72,856	-	-	72,856
Public Works						* *	
Public Works/Engineering	49,330	621,392	461,307	209,415			209,415
Total Public Works	49,330	621,392	461,307	209,415	-	-	209,415
Safety Services		2,069,237	1,536,155	533,082	-		533,082
General Operations Reserve	200,000	ý.	-	200,000		-	200,000
Sub-total	344,827	4,838,701	3,592,142	1,591,386	-	-	1,591,386
General Capital and Investments							
General Government General Fund Operating Reserves Capital Projects General Investment	173,711 1,111,543 1,980,771 100,000			173,711 1,111,543 1,980,771 100,000			173,711 1,111,543 1,980,771 100,000
Total General Fund	3,710,852	4,838,701	3,592,142	4,957,411	-	-	4,957,411

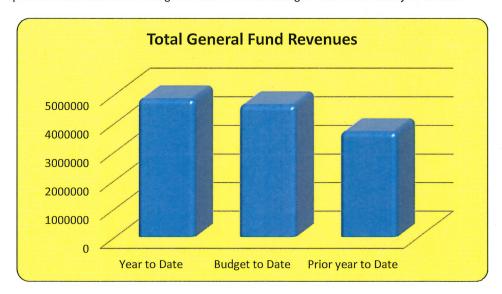


Gas Tax 2106 14,186 36,003 19,093 31,096 31,096 Gas Tax 2107 29,495 47,811 29,890 47,316 6,209 6,209 Gas Tax 2105 29,661 36,744 21,993 40,811 14,111 Roas Tax 2103 7,726 26,378 19,993 14,111 14,111 Road Maintenance Fund 25,095 25,095 25,095 27,098 752,038 248,429 Transit (200) 55,260 55,040 20 20 20 Bike Lane 164,934 2,274,821 2,803,800 364,045 752,038 387,939 Development Fee Funds Park Fee 228,595 33,641 262,236 262,236 262,236 Open Space/Passive parks 258,728 20,019 279,747 278,747 278,747 Park Fee 228,528 20,019 279,747 278,747 278,747 Park Fee 228,528 28,728 20,194 279,477 278,4	Transportation Funds	Fund Balance as of 7/01/17	Revenue	Expenditures	Fund Balance as of 6/30/18	Transfers In	Out	Adjusted Fund Balance
Gas Tax 2107 29,495 47,816 47,316 Gas Tax 2105 4,193 2,016 6,209 6,209 Gas Tax 2105 26,061 36,744 21,993 40,812 40,812 Gas Tax 2103 7,726 25,096 25,095 - - Strosts and Roads 83,473 2,044,814 2,681,896 (503,609) 752,038 248,429 Transit (200) 55,280 55,040 20 20 20 Bike Lane 164,934 2,274,821 2,803,800 (384,045) 752,038 248,429 Transit (200) 164,934 2,274,821 2,803,800 (384,045) 752,038 248,429 Development Fee Funds 266,293 33,641 282,236 282,238	Con Tay 0100	14 100	26.002	10.002	21.006			31.006
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Open Space/Passive parks 288,728 20,019 278,747 278,747 Park Development 176,501 40,028 216,529 216,529 Drainage 246,492 14,552 261,054 261,054 Low Income Principal 74,677 3,750 78,427 78,427 Low Income Interest 201,398 839 202,237 202,237 CDBG Loans Repaid 189,230 833 17,891 172,172 172,172 Revovling Loan Fund 2,549 2,549 2,549 2,549 2,549 Road Circulation 402,125 117,874 519,999 519,999 Interchange 2,258,661 75,219 2,333,880 2,333,880 Sierra College Bivd 592,925 113,840 706,765 706,765 SCB Settlement 182,856 668 183,524 183,524 Rocklin Crossing 254,814 931 255,745 225,749 Rocklin Crossing 283,671 863 348,629 348,629 Hunters Cro	Development Fee Funds							
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Park Development 176,501 40,028 216,529 216,529 Drainage 246,492 14,562 261,054 261,054 Low Income Principal 74,677 3,750 78,427 78,427 Low Income Interest 201,398 839 202,237 202,237 CDBG Loans Repaid 189,230 833 17,891 172,172 172,172 Revovling Loan Fund 2,549 2,549 2,549 2,549 2,549 Road Circulation 402,125 117,674 519,999 519,999 519,999 Interchange 2,258,661 75,219 2,333,880 2,333,880 519,399 519,999 Sierra College Blvd 592,925 113,840 706,765 706,765 706,765 SCB Settlement 182,856 668 183,524 183,524 183,524 183,524 180,002 105,002 105,002 105,002 105,002 105,002 105,002 105,002 105,002 105,002 105,002 105,002 105,002 105,002		•						
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Hunters Crossing 283,671 8,639 863 291,447 291,447 Loomis Maint 1 4,958 488 5 5,441 5,441 Loomis Maint 2 27,664 1,068 10 28,722 28,722 Heather Heights 342,960 10,218 91 353,087 353,087 Sunrise Loomis 250,745 7,753 69 258,429 258,429 Live Oak 125,404 10,150 99 135,455 Loomis Acres 176,463 5,337 50 181,750 181,750 Hunters Crossing 2 99,267 3,261 480 102,048 King Road Village 166,054 7,957 3,242 170,769 170,769 Saunders Avenue 22,071 982 10 23,043 Rachel Estates 262,707 11,453 628 273,532 No Name Lane 3,000 3,000 Sherwood Estates 118,450 6,859 68 125,241 125,241 Heritage Park Estates 1 265,800 17,617 177 283,240 283,240 Hunter Oaks 220,801 22,137 10,164 232,774 Sierra de Monserat 303,482 39,146 2,060 340,568	Maintenance Districts							
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Sunrise Loomis 250,745 7,753 69 258,429 258,429 Live Oak 125,404 10,150 99 135,455 135,455 Loomis Acres 176,463 5,337 50 181,750 181,750 Hunters Crossing 2 99,267 3,261 480 102,048 102,048 King Road Village 166,054 7,957 3,242 170,769 170,769 Saunders Avenue 22,071 982 10 23,043 23,043 Rachel Estates 262,707 11,453 628 273,532 273,532 No Name Lane 3,000 3,000 3,000 3,000 Sherwood Estates 118,450 6,859 68 125,241 125,241 Heritage Park Estates 1 265,800 17,617 177 283,240 283,240 Hunter Oaks 220,801 22,137 10,164 232,774 232,774 Sierra de Monserat 303,482 39,146 2,060 340,568 340,568	Loomis Maint 2	27,664	1,068	10	28,722			28,722
Live Oak 125,404 10,150 99 135,455 135,455 Loomis Acres 176,463 5,337 50 181,750 181,750 Hunters Crossing 2 99,267 3,261 480 102,048 102,048 King Road Village 166,054 7,957 3,242 170,769 170,769 Saunders Avenue 22,071 982 10 23,043 23,043 Rachel Estates 262,707 11,453 628 273,532 273,532 No Name Lane 3,000 3,000 3,000 Sherwood Estates 118,450 6,859 68 125,241 125,241 Heritage Park Estates 1 265,800 17,617 177 283,240 283,240 Hunter Oaks 220,801 22,137 10,164 232,774 Sierra de Monserat 303,482 39,146 2,060 340,568	Heather Heights	342,960	10,218	91	353,087			353,087
Loomis Acres 176,463 5,337 50 181,750 181,750 Hunters Crossing 2 99,267 3,261 480 102,048 102,048 King Road Village 166,054 7,957 3,242 170,769 170,769 Saunders Avenue 22,071 982 10 23,043 23,043 Rachel Estates 262,707 11,453 628 273,532 273,532 No Name Lane 3,000 3,000 3,000 3,000 Sherwood Estates 118,450 6,859 68 125,241 125,241 Heritage Park Estates 1 265,800 17,617 177 283,240 283,240 Hunter Oaks 220,801 22,137 10,164 232,774 232,774 Sierra de Monserat 303,482 39,146 2,060 340,568 340,568		250,745	7,753	69	258,429			
Hunters Crossing 2 99,267 3,261 480 102,048 102,048 King Road Village 166,054 7,957 3,242 170,769 170,769 Saunders Avenue 22,071 982 10 23,043 23,043 Rachel Estates 262,707 11,453 628 273,532 273,532 No Name Lane 3,000 3,000 3,000 3,000 Sherwood Estates 118,450 6,859 68 125,241 125,241 Heritage Park Estates 1 265,800 17,617 177 283,240 283,240 Hunter Oaks 220,801 22,137 10,164 232,774 232,774 Sierra de Monserat 303,482 39,146 2,060 340,568 340,568	Live Oak	125,404	10,150	99	135,455			135,455
King Road Village 166,054 7,957 3,242 170,769 170,769 Saunders Avenue 22,071 982 10 23,043 23,043 Rachel Estates 262,707 11,453 628 273,532 273,532 No Name Lane 3,000 3,000 3,000 3,000 Sherwood Estates 118,450 6,859 68 125,241 125,241 Heritage Park Estates 1 265,800 17,617 177 283,240 283,240 Hunter Oaks 220,801 22,137 10,164 232,774 232,774 Sierra de Monserat 303,482 39,146 2,060 340,568 340,568	Loomis Acres	176,463	5,337	50	181,750			
Saunders Avenue 22,071 982 10 23,043 23,043 Rachel Estates 262,707 11,453 628 273,532 273,532 No Name Lane 3,000 3,000 3,000 3,000 Sherwood Estates 118,450 6,859 68 125,241 125,241 Heritage Park Estates 1 265,800 17,617 177 283,240 283,240 Hunter Oaks 220,801 22,137 10,164 232,774 232,774 Sierra de Monserat 303,482 39,146 2,060 340,568 340,568	Hunters Crossing 2	99,267	3,261	480	102,048			
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No Name Lane 3,000 3,000 3,000 Sherwood Estates 118,450 6,859 68 125,241 125,241 Heritage Park Estates 1 265,800 17,617 177 283,240 283,240 Hunter Oaks 220,801 22,137 10,164 232,774 232,774 Sierra de Monserat 303,482 39,146 2,060 340,568 340,568	Saunders Avenue	22,071	982	10	23,043			
Sherwood Estates 118,450 6,859 68 125,241 125,241 Heritage Park Estates 1 265,800 17,617 177 283,240 283,240 Hunter Oaks 220,801 22,137 10,164 232,774 232,774 Sierra de Monserat 303,482 39,146 2,060 340,568 340,568	Rachel Estates	262,707	11,453	628				
Heritage Park Estates 1 265,800 17,617 177 283,240 283,240 Hunter Oaks 220,801 22,137 10,164 232,774 232,774 Sierra de Monserat 303,482 39,146 2,060 340,568 340,568	No Name Lane	3,000						
Hunter Oaks 220,801 22,137 10,164 232,774 232,774 Sierra de Monserat 303,482 39,146 2,060 340,568 340,568	Sherwood Estates							
Sierra de Monserat 303,482 39,146 2,060 340,568 340,568	Heritage Park Estates 1	265,800						
		220,801			,			
3,020,857 154,334 18,016 3,157,175 3,157,175	Sierra de Monserat	303,482	39,146	2,060	340,568			340,568
		3,020,857	154,334	18,016	3,157,175	-	-	3,157,175

Revolving Funds	Fund Balance as of 7/01/17	Revenue	Expenditures	Fund Balance as of 6/30/18	Trans In	fers Out	Adjusted Fund Balance
revolving rulius	43 01 770 1717	revendo	Expenditates	43 07 0/00/10		Out	Tuna Balanoo
Revolving (Development Agreements)	877,482	3,312	2,502	878,292			878,292
County Facility Development fee	16,531	31,119	19,940	27,710			27,710
Dry Creek Watershed District	1,229	6,824	5,342	2,711			2,711
	895,242	41,255	27,784	908,713	-	-	908,713
Miscellaneous other Funds							
Westside Specific Plan	1,137			1,137			1,137
Master Plan	(31,843)	129		(31,714)			(31,714)
	(30,706)	129		(30,577)	_	_	(30,577)

	Actual as of 6/30/18	Budget as of 6/30/18	Variance	Actual as of 6/30/17	Current vs. Prior Year	Total Budget
Revenues						
Property Taxes - secured	1,033,619	1,070,000	(36,381)	1,009,660	23,959	1,070,000
Property Taxes - unsecured	23,746	30,000	(6,254)	25,622	(1,876)	30,000
Property Taxes - supplemental	19,621	15,000	4,621	24,462	(4,841)	15,000
Homeowner property tax relief	8,527	8,500	27	8,335	192	8,500
Sales Taxes	1,207,126	1,200,000	7,126	1,129,825	77,301	1,200,000
Transaction Taxes	504,427	300,000	204,427	14,087	490,340	300,000
Real Property Transfer Tax	46,313	40,000	6,313	45,456	857	40,000
Transient Occupancy Tax	11,851	10,000	1,851	11,445	406	10,000
Franchises	233,968	266,000	(32,032)	263,000	(29,032)	266,000
Business Licenses	25,913	23,000	2,913	25,292	621	23,000
Permits	223,450	120,000	103,450	172,468	50,982	120,000
Fees	36,778	24,000	12,778	41,184	(4,406)	24,000
Motor Vehicle in Lieu (DMV)	3,566	2,800	766	2,998	568	2,800
Property tax in lieu of Motor in Lieu	656,330	625,000	31,330	612,412	43,918	625,000
Interest	94,714	90,000	4,714	85,193	9,521	90,000
Market adjustments	(89,936)	20,000	(109,936)	(52,222)	(37,714)	20,000
Traffic fines	3,704	3,000	704	2,898	806	3,000
Rents	30,606	28,000	2,606	32,550	(1,944)	28,000
Miscellaneous	12,340	5,000	7,340	6,615	5,725	5,000
Prior year reserves	752,038	752,038	-	228,313	523,725	752,038
_		y				
=	4,838,701	4,632,338	206,363	3,689,593	1,149,108	4,632,338

The "Budget as of" column represents the amount of budget to date as if the budget was used evenly over time.



Evnandituras	Actual as of 6/30/18	Budget as of 6/30/18	Variance	Actual as of 6/30/17	Current vs. Prior Year	Total Budget
Expenditures						
Town Council	42,037	53,200	11,163	42,460	423	53,200
Town Clerk	77,358	77,900	542	84,509	7,151	77,900
Finance	220,666	226,800	6,134	213,325	(7,341)	226,800
Administration	1,081,948	1,120,704	38,756	259,583	(822,365)	546,200
Planning	172,671	425,800	253,129	173,842	1,171	425,800
Community Services	202,217	287,700	85,483	316,138	113,921	287,700
Economic Development	9,306	7,850	(1,456)	42,359	33,053	7,850
Safety	1,536,155	1,548,820	12,665	1,491,988	(44, 167)	1,548,820
Public Works	461,307	641,130	179,823	532,885	71,578	641,130
Non-Departmental	752,038	752,038	-	200,870	(551,168)	752,038
	4,555,703	5,141,942	586,239	3,357,959	(1,197,744)	4,567,438

The "Budget as of" column represents the amount of budget to date as if the budget was used evenly over time.

